



**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

Joseph P. Bort MetroCenter  
101 Eighth Street  
Oakland, CA 94607-4700  
Tel: 510.464.7700  
TDD/TTY: 510.464.7769  
Fax: 510.464.7848

## ***Memorandum***

TO: Administration Committee

DATE: September 5, 2012

FR: Executive Director

W.I.: 1255

RE: Contract Amendment: Safe Routes to Transit Administration: Transform CA (\$82,000)

This memorandum requests this Committee's approval of a contract amendment with Transform CA to continue to administer the Safe Routes to Transit (SR2T) program per Regional Measure 2 (RM2). The contract amendment will add \$82,000 to the contract, bringing the total contract amount to \$339,000.

### **Background**

Regional Measure 2 (RM2), approved by voters in 2004, includes \$20 million for the SR2T program. Of this amount, \$367,000 is reserved for program administration. RM2 specifies that the Transportation and Land Use Coalition (TALC), subsequently known as Transform CA, and the East Bay Bicycle Coalition (EBBC), will jointly administer the SR2T program. MTC acts as the government sponsor for Transform CA and EBBC. MTC entered into a funding agreement with TALC (now Transform CA) in January 2005, with EBBC as a subcontractor.

Previously, MTC has allocated \$257,000 for SR2T administration between 2005 and 2010. This contract amendment adds \$82,000 in RM2 funds allocated in June 2012 to the existing contract with Transform CA for the oversight of previous SR2T funding cycles, and the administration and call for projects for the fifth and final SR2T funding cycle.

### **Recommendation**

Staff requests that the Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Transform CA in an amount not to exceed \$82,000 for administration of the SR2T program.

  
\_\_\_\_\_  
Steve Heminger

SH:KK

## REQUEST FOR COMMITTEE APPROVAL

### Summary of Proposed Consultant Contract Amendment

Work Item No.:	1255
Consultant:	Transform CA Oakland, CA
Work Project Title:	Safe Routes to Transit (SR2T) Administration
Purpose of Project:	To administer the Safe Routes to Transit program in Regional Measure 2
Brief Scope of Work:	Oversight of previous SR2T funding cycles, and administration and call for projects for the fifth and final SR2T funding cycle
Project Cost Not to Exceed:	\$82,000 (this amendment) Total contract before this amendment = \$257,000 Total authorized contract after this amendment = \$339,000
Funding Source:	Regional Measure 2 (RM2)
Fiscal Impact:	The Commission allocated \$82,000 in RM2 funds in June 2012.
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Transform CA for administration of the SR2T program, and the Chief Financial Officer is directed to set aside RM2 funds in an amount not to exceed \$82,000 for such contract amendment.
Administration Committee:	<hr/> Dave Cortese, Chair
Approved:	Date: September 12, 2012